Subject—Instructions in the matter of drawing and accounting loans for Rural and Cattage Industries.

COMPTROLLER'S OFFICE, BANGALORE.

Circular No. 193—*M. A. D. dated* 29*th January* 1931.

To

(1) The Secretary, Economic Conference.
(2) All Deputy Commissioners and Economic Superintendents.
(3) All Treasury Officers.

Adverting to Government Order No. D. 1601-20—I. & C. 292-27-15, dated 7th August 1930 sanctioning the revival of the Scheme for the grant of small loans for the encouragement of Rural and Cottage Industries, the following instructions are issued in the matter of drawing and accounting of the loans :—

1. Detailed accounts in respect of the old Loans granted under G. O. No. 6604-53—I. & C. 89-16-2, dated 16th February 1917 were not kept by this office but by Taluk and District Progress Committees according to the instructions contained on pages 109 to 121 of M. A. C., Vol. III, Part 3. In the case of the New Loans, detailed accounts will be kept by the District Economic Superintendents as per Rule 8 of the Rules appended to the Government Order of 7th August 1930 as well as by this office. The Registers, Accounts, etc., prescribed in the Code may be maintained by the Department with suitable modifications as noted over-leaf.

2. The transactions relating to these loans will be exhibited in the Treasury Accounts under the heads, '29 Industrial Loans, (b) Loans for Rural and Cottage Industries' and 'IX (1) Interest on Loans, (m) Loans for Rural and Cottage Industries' and recorded in two separate Subsidiary Registers, one for payments and the other for receipts. Copies of these registers with the connected vouchers and chalans will be sent with the Monthly Treasury Accounts to the Audit Office as in the case of other loans.

3. An annual statement of transactions relating to individual accounts as kept in the Audit Office will be sent by the Comptroller soon after the 15th August to the Secretary, Economic Conference for comparison with the Departmental figures and acceptance of the individual balances.

4. The transactions relating to the balances of old Loans outstanding in the Bangalore, Kolar, Shimoga, Mysore and Hassan Districts should be shown separately and the quarterly statement in the form prescribed in G. O. No. I. & C. 2634-45—I. C. 41-21-16, dated 4th November 1921 will continue to be sent by the Deputy Commissioners to the Comptroller for transmission to Government till the balances are fully adjusted.

Form No. as per Code	Description of Form	By whom to be kept	Remarks
A	Register of applications for loans received.	Dt. Econ. Supdts.	Applications for loans requiring the Deputy Commissioner's sanction will also be included in this register.
B	Statement of loans sanctioned monthly.	Do	The statement will be sent to the District Boards, Comptroller and the Secretary, Economic Conference.
C	Personal Ledger ...	Do	If recoveries are to be made by Revenue Officers, a similar ledger will be kept by them also, necessary details being furnished to them by District Economic Superintendents.
D	Pass Book of loan remittances.	Not required	Remittances to Treasuries will be made by Departments through their Remittance Books. Remittances by debtors will be accompanied by chalans containing full and correct particulars.
E	Broad sheet of loans...	Do	.....
F	Statement showing the number of applications received and disposed of and pending disposal at the end of each month.	Dt. Econ. Supdts.	The statement will be rendered to the Secretary, Economic Conference.

Form No. as per Code	Description of Form	By whom to be kept	Remarks
G	Demand, Collection and Balance Statement (monthly).	Dt. Econ. Supdts.	The statement will be rendered to the Secretary, Economic Conference and to the Comptroller, with the Treasury Certificate.
H	Acknowledgments of balances outstanding.	Do	The procedure contained in para 5 of the account rules in the code will be followed.
I	Plus and Minus Memo of monthly transactions as per Treasury Accounts.	Deputy Comr. Try. Dept.	To be sent with the monthly Treasury Accounts to the Comptroller
J	Statement of individual balances outstanding on the 30th June.	Dt. Econ. Supdts.	The statement will be rendered to the Secretary, Economic Conference and to the Comptroller.
K	Register of cheques issued monthly.	Do	Land Improvement and Takavi Loan cheques will be issued with suitable modifications for making payments at the Treasury. Each cheque should contain a certificate of the Superintendent to the effect that the necessary agreement executed by the party has been obtained for safe custody. An extract from the Register will be sent monthly to the Secretary, Economic Conference who will send a consolidated statement to the Comptroller before the end of the second month following that to which the statement relates with Treasury certificates.

S. SHAMANNA,
Comptroller.

MISCELLANEOUS DEPARTMENTS.

GOVERNMENT HIGH SCHOOL, TUMKUR.

Notification dated 10th February 1931.

"Students who appeared for the S. S. L. C. Examination of 1930 from this High School and passed that examination are hereby informed that they can have from the undersigned the certificates for passing granted by the University. They should specify their present address legibly in their applications. The certificates will be sent by ordinary post, unless the students concerned send three (0-3-0) worth of postage labeles to get them through registered post."

C. RAMANUJA AIYANGAR,
Head Master.

MAHARAJA'S HIGH SCHOOL, MYSORE.

Notice No. 755-6, dated 13th February 1931:

The students who were eligible for college course of study from the Maharaja's High School, Mysore, in the year 1930 may receive their University Certificates from the office of the undersigned between 3-30 and 4-30 P.M. on all working days or on application with a stamp of annas three for securing their certificates by registered post.

R. KASTURI RAJ CHETTY,
Head Master.